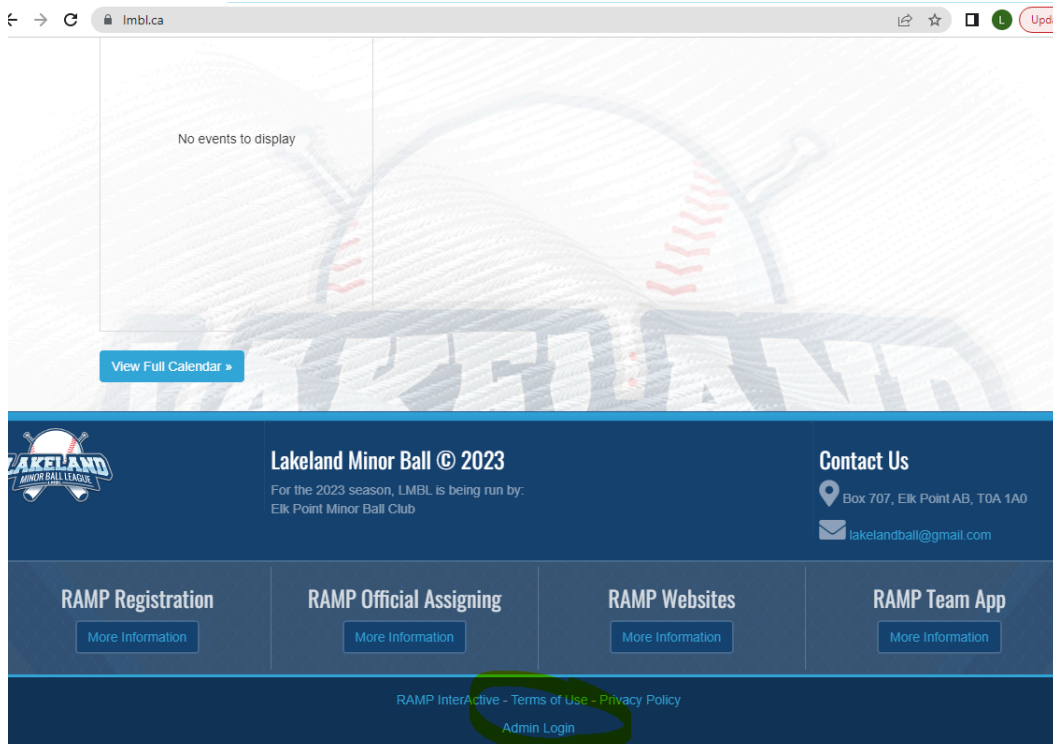
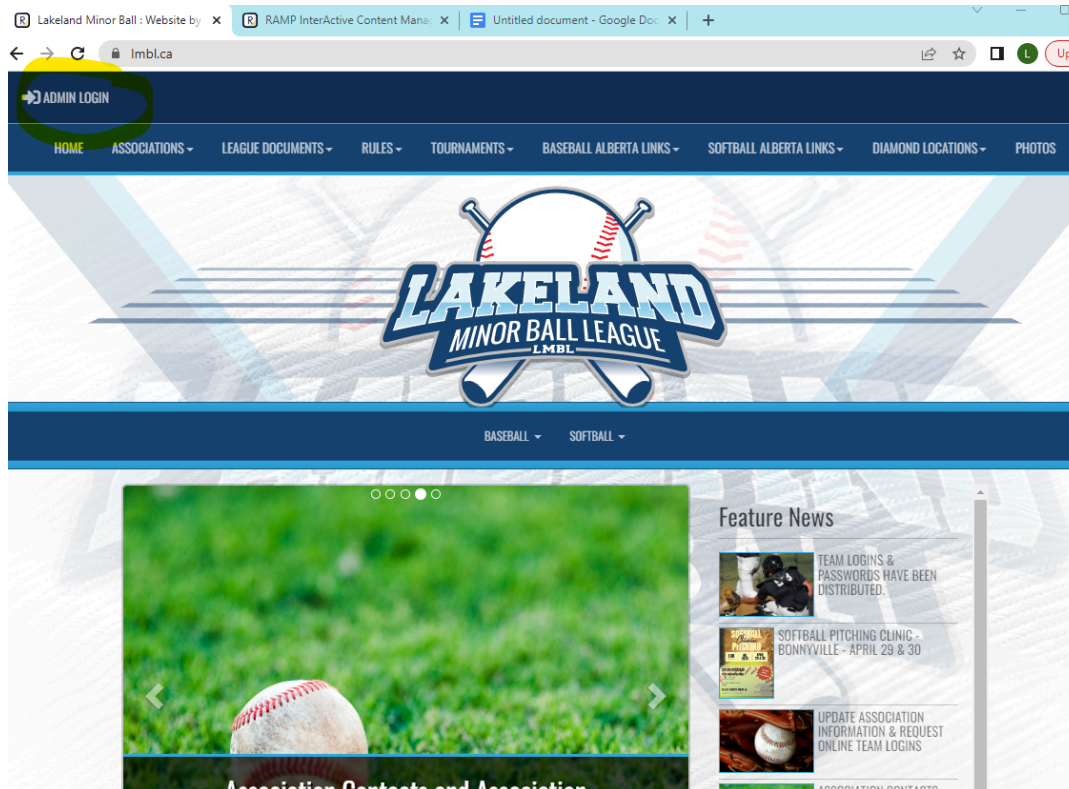


How to Add Players/Staff & Enter/Verify Scores

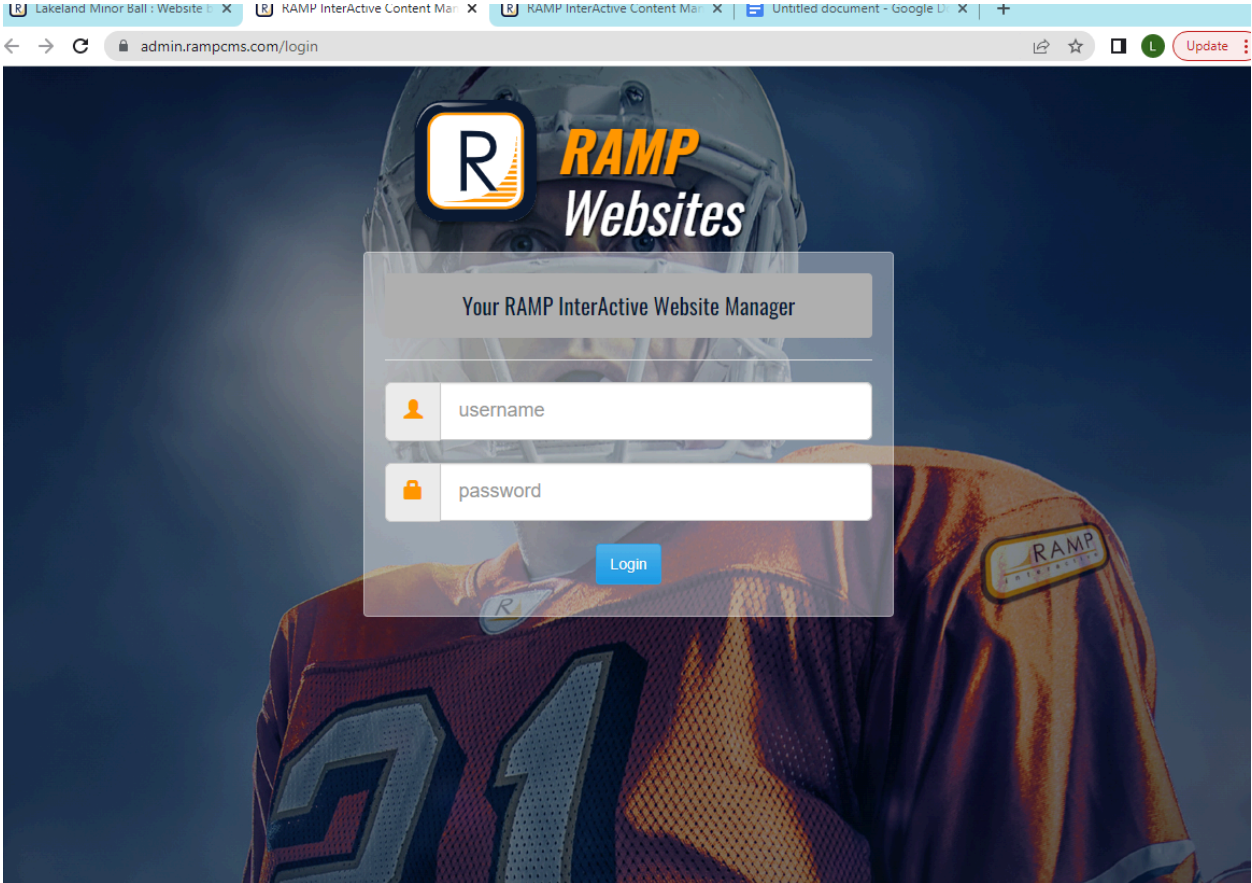
From the LMBL.ca website, click on Admin Login at either the top or bottom of the website.



Team user names and passwords are created by the league website admin and are sent to each association's league contact.

There will be a new user name and password every year.

Enter your user name and password at the login screen (you get to the same login screen from any RAMP website).



To enter/edit rosters, click on Players (dashboard or drop down/side menu)
To enter/edit managers/coaches, click on Staff (dashboard or drop down/side menu)
To enter or verify game scores, click on League Games (drop down/side menu). Do NOT use the Games button on the dashboard.

The screenshot shows the admin interface for Lakeland Minor Ball. The top navigation bar includes 'Change Theme / Skin', 'View Website', and 'Sign Out (leaguetestteam960590)'. The left sidebar contains a list of menu items: Dashboard, RAMP Team App, Settings, Logo, Content Pages, News Articles, Events, Ad Rotator, **Players**, **Staff Members**, Mail, **League Games**, Games, Practices, Photos, and Contact List. The main content area features a breadcrumb trail 'Lakeland Minor Ball / 2023 / Baseball / 13U / League Test Team' and a grid of management buttons: Email Team, Practices, Games, Events, Team Contact List, **Players**, **Staff**, and News Articles. Below this grid is a video player for 'Team Login Tutorial - RAMP InterActive' with a play button and the URL www.rampinteractive.com. At the bottom, there is a section for the 'RAMP Team App' with a text announcement and a link to 'RAMP Team App in Google Play'.

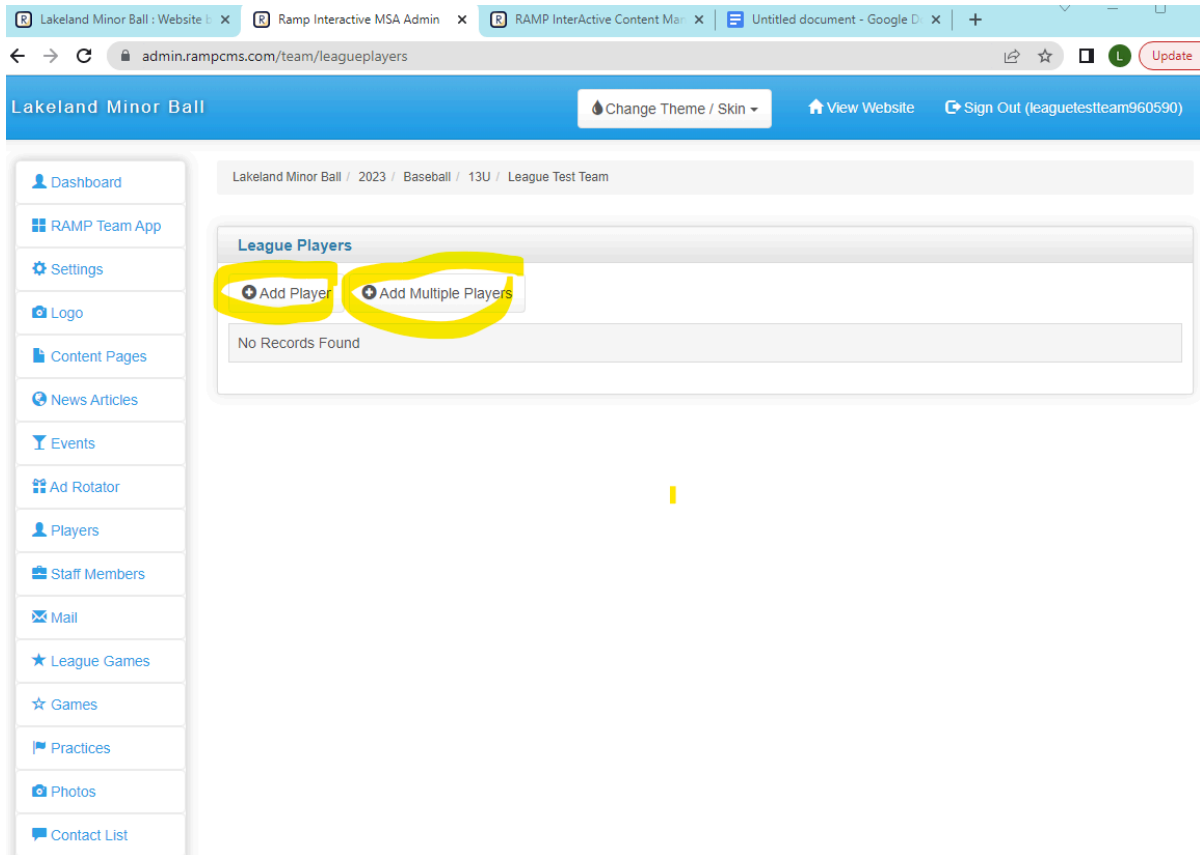
You can add players individually or add multiple players at once. You can only add birthdates to individual records.

If you add your roster as multiple players, you will need to edit individual records to add birthdates.

If you need to change info for a player who has already been entered (eg add jersey number, correct spelling, etc), you will have to edit their individual record.

Please add "O/A" after the last name of any overage player.

Make sure to scroll down and click SUBMIT after you add any players or make changes.



Add players:

Lakeland Minor Ball | 2023 | Baseball | 13U | League Test Team

League Players

Jersey #	First Name	Last Name	
<input type="text" value="12"/>	<input type="text" value="Harley"/>	<input type="text" value="Quinn"/>	
Email	DOB	Position	
<input type="text"/>	<input type="text" value="2010-07-17"/> <small>MM/DD/YYYY</small>	<input type="text"/>	
Height (ft)	Height (inch)	Weight (lbs)	Shoots
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value=""/>
Rank (C/A)	Hometown		
<input type="text" value="(default)"/>	<input type="text"/>		
<input type="checkbox"/> Affiliated (AP)	<input type="checkbox"/> Rookie	<input type="checkbox"/> Injured	
<input type="checkbox"/> Suspended	<input type="checkbox"/> Reserve	<input type="checkbox"/> Import	<input type="checkbox"/> Committed
<input type="checkbox"/> Hide from Public			
Bio			
<input type="text"/>			

- Dashboard
- RAMP Team App
- Settings
- Logo
- Content Pages
- News Articles
- Events
- Ad Rotator
- Players
- Staff Members
- Mail
- League Games
- Games
- Practices
- Photos
- Contact List

Team staff are entered the same way. If you add as multiple staff, you can only enter an email address. You have to go to their individual record to enter phone numbers. Please add contact information (preferably both phone and email) for at least TWO of your team staff (typically manager and head coach).

Add multiple staff members:

Lakeland Minor Ball / 2023 / Baseball / 13U / League Test Team

Add Staff Members

First name is required or the row will be skipped.

	First Name	Last Name	Position	Email
1	Scrooge	McDuck	Manager	\$\$\$@ducks.ca
2	Scooby	Doo	Head Coach	snacks@mysteryinc.ca
3				
4				
5				
6				
7				
8				

Add staff members:

Lakeland Minor Ball | 2023 / Baseball / 13U / League Test Team

Staff Members

First Name	Last Name	
<input type="text" value="Margo"/>	<input type="text" value="Gru"/>	
Position	Email	Phone
<input type="text" value="Coach"/>	<input type="text" value="margo@despicable.ca"/>	<input type="text" value="780-724-2322"/>

Hide on Website Hide Contact Info on Website

Navigation Menu:













- Dashboard
- RAMP Team App
- Settings
- Logo
- Content Pages
- News Articles
- Events
- Ad Rotator
- Players
- Staff Members
- Mail
- League Games
- Games
- Practices
- Photos
- Contact List

Once you have players and/or staff entered, they will appear in a list when you click on Players or Staff Members.

To edit player or staff information, click on the blue pen button.

To delete a player or staff record, click on the red trash button.

The screenshot shows a web browser window with the URL `admin.rampcms.com/team/players`. The page title is "Lakeland Minor Ball" and the user is signed out as "leaguetestteam960590". The left sidebar contains navigation links: Dashboard, RAMP Team App, Settings, Logo, Content Pages, News Articles, Events, Ad Rotator, **Players** (highlighted), Staff Members, Mail, League Games, Games, Practices, and Photos. The main content area shows a breadcrumb trail: "Lakeland Minor Ball / 2023 / Baseball / 13U / League Test Team". Below this is a "Players" section with two buttons: "Add Player" and "Add Multiple Players", followed by a person icon. A table lists the players with columns for "#", "Last", and "First". Each row has two action buttons: a blue pen icon for editing and a red trash icon for deleting. A yellow circle highlights the edit and delete buttons for the first two players.

#	Last	First	
11	Charlie	Brown	 
12	Quinn	Harley	 
15	Wile E.	Coyote	 
25	Bugs	Bunny	 
32	Betty	Rubble	 
46	Wilma	Flintstone	 

Games will be entered on the website by the web admin. Teams cannot create games. To enter game scores, click on League Games in the side or drop down menu. Do not use the games button on the dashboard.

Lakeland Minor Ball / 2023 / Baseball / 13U / League Test Team

League Games

Game Type: All

Start: 4/29/2023 (MM/DD/YYYY)

End: (MM/DD/YYYY)

Diamond: All

View

Quick Search

No Records Found

Legend

- Print Blank Gamesheet
- View Team Roster Photos
- Verify Gamesheet
- Enter Gamesheet
- Edit

Note that the date will default to the day before the current date (e.g. on July 1, it will come up as June 30). If you need to see a game that is more than 24 hours old, you need to change the date and then click View.

The home team must enter the game score and roster. To enter scores, click on the green pen box beside the game.

Away team must verify game score. To verify scores, click on the orange check box.

Lakeland Minor Ball | 2023 / Baseball / 13U / League Test Team

League Games

Game Type: All

Start: 04/01/2023 | End: | Diamond: All

View

Quick Search

#	Date	Start Time	End Time	Home	Visitor	Diamond	Finished	Verified
<input type="checkbox"/>	1	04/01/2023	6:30 pm	League Test Team	Elk Point Sox 13U	TBA	No	<input type="checkbox"/>
<input type="checkbox"/>	2	04/01/2023	7:00 PM	Elk Point Sox 13U	League Test Team	TBA	No	<input type="checkbox"/>

Only the home team can enter scores.

Enter the score, click on Game is Finished, and click on submit. If the game has not been marked as finished, that points for that game will not be added to the standings on the website. Note the default is to have Umpire Present checked. If there was no umpire, uncheck that box. We are not asking teams to enter home runs or defensive innings.

The screenshot shows a web browser window with the URL `admin.rampcms.com/team/leaguegamesheetfinalscore?aWQ1=ODQ2MjYxO&Z3RpZA2=&cmFyaWQ1=&dmlldw2=MQ...`. The page title is "Gamesheet Final Scores". The form contains the following elements:

- Navigation tabs: Game Score (selected), Roster, Pitch Count
- Game Information:
 - Season: 2023
 - Game #: 1
 - Date: 4/1/2023 6:30 pm
 - Home: 13U - League Test Team
 - Visitor: 13U - Elk Point Sox 13U
 - Location: TBA
- Score Input:
 - League Test Team (Home) Score: 5
 - Elk Point Sox 13U (Visitor) Score: 4
- Home Runs Input:
 - League Test Team (Home) Home Runs: [empty]
 - Elk Point Sox 13U (Visitor) Home Runs: [empty]
- Defensive Innings Input:
 - League Test Team (Home) Defensive Innings: [empty]
 - Elk Point Sox 13U (Visitor) Defensive Innings: [empty]
- Game Status Checkboxes:
 - Overtime (OT)
 - Shootout (SO)
 - Umpire Present
 - Rainout
 - Live Scores
 - Game is Finished
- Buttons: Submit, Reset

After you have entered the score, click on Roster to enter rosters.

We are not asking teams to enter pitch count on the website (pitch count at tournaments will be tracked using Baseball Alberta paper forms).

Click by each player who played in the game and hit submit.

The screenshot shows the 'Gamesheet Roster' page in the RAMP CMS. The left sidebar contains navigation options like 'RAMP Team App', 'Settings', 'Logo', 'Content Pages', 'News Articles', 'Events', 'Ad Rotator', 'Players', 'Staff Members', 'Mail', 'League Games', 'Games', 'Practices', 'Photos', 'Contact List', 'Print Labels', and 'Imports'. The main content area displays game information: Season 2023, Game # 1, Date 4/1/2023 6:30 pm, Home 13U - League Test Team (5), Visitor 13U - Elk Point Sox 13U (4), and Location TBA. Below this is an 'Add Player' button and two tables for player rosters.

Gamesheet Roster

Game Score Roster Pitch Count

Season 2023
Game # 1
Date 4/1/2023 6:30 pm
Home 13U - League Test Team (5)
Visitor 13U - Elk Point Sox 13U (4)
Location TBA

Add Player

League Test Team

<input type="checkbox"/>	Jersey	Last	First	Suspended	AP
<input checked="" type="checkbox"/>	32	Betty	Rubble	<input type="checkbox"/>	No
<input checked="" type="checkbox"/>	25	Bugs	Bunny	<input type="checkbox"/>	No
<input type="checkbox"/>	11	Charlie	Brown	<input type="checkbox"/>	No
<input checked="" type="checkbox"/>	12	Quinn	Harley	<input type="checkbox"/>	No
<input checked="" type="checkbox"/>	15	Wile E.	Coyote	<input type="checkbox"/>	No
<input type="checkbox"/>	46	Wilma	Flintstone	<input type="checkbox"/>	No

Elk Point Sox

<input type="checkbox"/>	Jersey	Last	First	Suspended	AP
<input checked="" type="checkbox"/>					
<input checked="" type="checkbox"/>					
<input checked="" type="checkbox"/>					
<input checked="" type="checkbox"/>					
<input type="checkbox"/>					
<input checked="" type="checkbox"/>					

The home team can also upload files to the game, such as pictures of the score book. Scroll down on the page where the scores are entered. Click on “Choose File”. Browse your files and select (click on) the file that you wish to import. You can set File Type as “Gamesheet” (ie scorebook), “Incident Report” (ie if an umpire wrote a report at a game”, or “Other”. Click on “Upload File”. The file will be saved on that game, and the away team will be able to view it. You can save more than one file to a game (e.g. a picture of the away team score sheet and a picture of the home team score sheet). You cannot delete a file that has been uploaded. Contact the web admin if you wish to have a file deleted.

Pierceland 13U (Visitor) Home Runs

Elk Point Sox 13U (Home) Defensive Innings

Pierceland 13U (Visitor) Defensive Innings

Live Scores Game is Finished

Game Files

Upload File

File
 No file chosen

File Type Notes

Gamesheet

Current Files

No Records Found

Away team verifies the score. After the game is marked as finished, click on the orange check box to verify.

The screenshot shows the 'League Games' section of the Ramp CMS interface. The page title is 'Lakeland Minor Ball' and the breadcrumb trail is 'Lakeland Minor Ball / 2023 / Baseball / 13U / Elk Point Sox 13U'. The left sidebar contains navigation options: Dashboard, RAMP Team App, Settings, Logo, Content Pages, News Articles, Events, Ad Rotator, Players, Staff Members, Mail, League Games (selected), Games, Practices, Photos, and Contact List.

The main content area is titled 'League Games' and includes a 'Game Type' dropdown set to 'All'. Below this are 'Start' and 'End' date pickers (both showing '04/01/2023') and a 'Diamond' dropdown set to 'All'. A 'View' button is located below the date pickers.

A 'Quick Search' input field is present above a table of games. The table has columns for #, Date, Start Time, End Time, Home, Visitor, Diamond, Finished, and Verified. Two games are listed:

#	Date	Start Time	End Time	Home	Visitor	Diamond	Finished	Verified
1	04/01/2023	6:30 pm		League Test Team (5)	Elk Point Sox 13U (4)	TBA	Yes	
2	04/01/2023	7:00 PM		Elk Point Sox 13U	League Test Team	TBA	No	

For game 1, the 'Finished' column contains 'Yes' and the 'Verified' column contains a 'Verify' button (orange checkmark icon), an 'RSVP's' button, and a 'Cancel' button. For game 2, the 'Finished' column contains 'No' and the 'Verified' column contains a 'Verify' button (green checkmark icon), an 'RSVP's' button, and a 'Cancel' button.

If the score is correct, select Verified. If there are errors, select There Are Errors. Click Update Verification Status.

If you wish to leave a note for the other manager, you can enter it in the box and click Save Note. Typically you would leave a note stating what the error was if you marked the game as There Are Errors, e.g. Score was 7-9 or Abby Jones was missed on the away team roster.

The screenshot shows a web browser window with the URL `admin.rampcms.com/team/leaguegamesheetverify?aWQ1=ODQ2MjYxO&Z3RpZA2=&cmFyaWQ1=&dmldw2=MQ2&c...`. The page title is "Lakeland Minor Ball / 2023 / Baseball / 13U / Elk Point Sox 13U".

The main content area is titled "Gamesheet Verification". It features a "Verification Status" dropdown menu currently set to "Pending Verification". Below this is a green "Update Verification Status" button. A light blue banner below the button reads "Verification is Pending for this Game".

The "Score" section displays "Elk Point Sox 13U (4) @ League Test Team (5)".

The "Notes" section shows "No Records Found" and a text input field labeled "Your Note". Below the input field is a blue "Save Note" button.

A left-hand sidebar contains navigation links: Dashboard, RAMP Team App, Settings, Logo, Content Pages, News Articles, Events, Ad Rotator, Players, Staff Members, Mail, League Games (highlighted), Games, Practices, Photos, Contact List, and Print Labels.

Yellow circles highlight the "Verification Status" dropdown, the "Update Verification Status" button, the "Score" text, the "Your Note" input field, and the "Save Note" button.

The home team manager can also click on the orange check box to view any notes left by the other manager or to leave their own notes. The home team manager cannot change the verification status.

Lakeland Minor Ball

Change Theme / Skin View Website Sign Out (leaguetestteam960590)

Lakeland Minor Ball / 2023 / Baseball / 13U / League Test Team

Gamesheet Verification

Elk Point Sox 13U says this game has errors.

Score

Elk Point Sox 13U (4) @ League Test Team (5)

Notes

Date	Posted By	Note
04/30/2023 11:44 PM	Elk Point Sox 13U	The score was actually 4 - 6

Your Note

Save Note

Uploaded Files

If the away manager chooses There Are Errors, there will be an exclamation mark under the Verified column.

If the away manager chooses Verified, there will be a check mark under the Verified column.

If the game has not been marked as finished by the home team (by clicking Game is Finished after entering the score), the away team will not be able to verify and the space will remain blank.

Lakeland Minor Ball / 2023 / Baseball / 13U / League Test Team

League Games

Game Type: All

Start: 04/01/2023 (MM/DD/YYYY) End: (MM/DD/YYYY) Diamond: All

View

Quick Search

#	Date	Start Time	End Time	Home	Visitor	Diamond	Finished	Verified	
<input type="checkbox"/>	1	04/01/2023	6:30 pm	League Test Team (5)	Elk Point Sox 13U (4)	TBA	Yes	!	<input type="checkbox"/> <input type="checkbox"/> RSVP's Cancel
<input type="checkbox"/>	2	04/01/2023	7:00 PM	Elk Point Sox 13U (8)	League Test Team (3)	TBA	Yes	✓	<input type="checkbox"/> RSVP's Cancel

To sign out from your account, click Sign Out at either the top of the screen or at the bottom of the drop down/side menu.

